



30 September 2019

Dear Councillor

You are invited to attend a meeting of the **PERSONNEL, POLICY & STRATEGY COMMITTEE** to be held on **FRIDAY 4 OCTOBER 2019 at 10.00 am** in the Committee Room at the Town Hall, West Borough, WIMBORNE MINSTER.

Yours sincerely

A handwritten signature in cursive script, appearing to read 'Laurence Hewitt'.

Laurence Hewitt
Town Clerk

A G E N D A

- 1 Apologies for Absence.
- 2 **HEALTH & SAFETY AT WORK**
To consider the report of the Assistant Town Clerk (copy to follow).
- 3 **PROJECT ACTION PLAN (Min 105 – 06.09.19)**
To receive an updated Plan (copy to follow).

MEMBERS OF COMMITTEE:

Cllr S K Bartlett (Chairman)
Cllr K F Webb (Vice-Chairman)
Cllr C A Chedgy
Cllr W J Richmond
Cllr M R Tidd

(Note: Chairmen are reminded to arrange for their Vice-Chairmen to attend if they themselves are unable to do so).



LOCALISM ACT 2011 and CODE of CONDUCT

Members are reminded to comply with those elements of the Localism Act and the Town Council's Code of Conduct in respect of disclosable pecuniary interests.

GENERAL CONSIDERATIONS

Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, disability, gender reassignment, marital status, pregnancy and maternity, race, religion or belief, sex and sexual orientation), Crime & Disorder, Health & Safety, Human Rights and Data Protection (General Data Protection Regulation).